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## SPECIAL MEETING OF THE KING COUNTY BOARD OF ETHICS 2002 RETREAT

Date: Saturday, January 12, 2002  
Time: 8:30 a.m. – 12:00 p.m.  
Location: Parrington Hall, The Commons, third floor, room 308  
University of Washington Campus

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### AGENDA

8:30 a.m. Arrival; light refreshment (coffee, tea, juice, scones)

8:45 a.m. Review 2000 & 2001 Annual Reports

9:15 a.m. Establish 2002 Mission and Goals

9:45 a.m. 2002 Initiatives

- Training and Education
- Web site development
- New orientation
- Survey of county employees

10:15 a.m. **Break**

10:30 a.m. Board Outreach

- Annual reception for county leaders
- Board/Commission fair and roundtable
- Meetings with legislative and executive directors and managers

11:00 a.m. Paul Tanaka, Director of the Department of Executive Services

12:00 p.m. Adjourn

Upon advance request, reasonable accommodations for people with disabilities  
are available by calling (206) 296-1586 or TTY 1-800-833-6388.

**ALTERNATE FORMATS AVAILABLE**

**Minutes of the January 12, 2002, Special Meeting  
And Retreat of the King County Board of Ethics**

The January 12, 2002, special meeting and retreat of the King County Board of Ethics was called to order by Chair Price Spratlen at 8:45 a.m. Board members in attendance were:

Lois Price Spratlen, Ph.D., Chair  
Mr. Roland H. Carlson  
Margaret T. Gordon, Ph.D.  
Lembhard G. Howell, Esq.  
Rev. Paul F. Pruitt

Others in attendance:

Ms. Catherine A. Clemens, Administrator, King County Board of Ethics  
Mr. James J. Buck, Administrative Services Manager, Department of Executive Services  
Mr. Paul Tanaka, Director, Department of Executive Services

1. *Proposed Agenda.* Rev. Pruitt moved and Mr. Carlson seconded that the board approve the proposed agenda. The board unanimously adopted the motion.

2. *Review of 2000 and 2001 Annual Reports.* Ms. Clemens reviewed the summary page of the 2001 Annual Report. The summary highlights included: major achievements, board activities and outreach, and goals and performance measures. Chair Price Spratlen noted that this year is the board's 30<sup>th</sup> anniversary and this significant date could be used during the coming year. Mr. Carlson suggested that the annual reception invitation include this information and that talking points should be provided to legislative and executive speakers. In addition, he suggested that the board invite Council Chair Cynthia Sullivan to a future board meeting.

The board discussed issues that make a difference in the attitudes of employees attending ethics training. Members noted that Executive Sims' attitude makes a difference in his administration; they recounted that the executive had informed them during an informal meeting that ethics violations by employees had been resolved with the cooperation of management and without union complaint. Mr. Buck stated that downsizing due to the budget shortfall had affected employee morale. Dr. Gordon inquired about county resources dedicated to help workers who were being laid off. Mr. Buck described county efforts to help those being laid off and noted that the union has processes established in bargaining agreements.

During review of the section on board advice and guidance, Dr. Gordon suggested, and board members agreed, that the discussions conducted over three board meetings about receipt of gifts by council staff should be added to the final annual report. During discussion of the section on the ethics code review, Mr. Howell suggested, and the board agreed, to note that the proposed amendment to the ethics code on post employment restrictions is still with DES and has not yet been transmitted to the executive.

Mr. Carlson stated that the board's accomplishments and superb organization are to be credited to the leadership of Chair Price Spratlen; the board gave Dr. Price Spratlen a standing ovation. In turn, the chair acknowledged Ms. Clemens' outstanding work during the year.

The board discussed the merits of applying for a Ford Foundation Innovation Award related to the county's financial disclosure program. Rev. Pruitt suggested that the board make sure resources are used wisely and to first determine if our organization and issue are eligible for such an award before actually applying. During Ms. Clemens report on the status of the 2002 Washington State Ethics Conference, Mr. Howell encouraged the planners to include the issue of the right of privacy and technology and suggested Representative Jay Inslee as a potential speaker. Ms. Clemens noted the suggestion and promised to fax a copy of the draft agenda to Mr. Howell for comment. Ms. Clemens briefly reviewed the summary of the 2000 annual report.

3. *Establish 2002 Mission and Goals.* The board discussed the mission and goals for the coming year. Regarding the code review, Chair Price Spratlen stated that the board had reviewed problem areas and addressed them through proposals to amend the code. Now, the question is whether to leave the code as it is, or review it in comparison to model codes and codes of other similar jurisdictions? The board determined that staff should research other codes and bring them to the board so that it might compare them to the county ethics code in 2002. Following further discussion, Mr. Howell moved that with minor edits, the board accept the 2002 Mission and Goals; Mr. Carlson seconded the motion and the motion passed unanimously.

Mr. Tanaka arrived at 10:55 a.m. At that time, the board agreed to move to the last agenda item featuring Mr. Tanaka and to table "2002 Initiatives—Training and Education and Board Outreach" to the next meeting of the board.

4. *Mr. Paul Tanaka, Director of the Department of Executive Services.* Mr. Tanaka thanked the board for this invitation and proceeded to brief the members on the county's new organizational structure and the county's financial status given the budget shortfall. He noted that the ethics office now lies within the director's office of DES and the administrator's position is one of six FTEs within that unit. He discussed the consolidation of several department into the new DES and the county's efforts to mitigate impact on workers laid off by the reorganization. He noted that he had formed a good team within DES, including Mr. Buck and Ms. Sheryl Whitney, former DIAS director.

Mr. Tanaka entertained questions from the board. Together they discussed the future of the county and its ability to provide direct services. They also talked about the public's impressions and reactions to government and of the citizen initiatives that are affecting government revenue sources. Together with Mr. Buck, Mr. Tanaka reviewed the organizational chart with board members and discussed the functions and responsibilities of each major unit. Chair Price Spratlen noted the board's outreach initiative in 2002 might include meeting with all directors and councilmembers, especially new members. Dr. Gordon asked about working relationships between the county and city and the efficiencies that might result. Mr. Tanaka noted certain difficulties to this approach, but said that

government must work harder to inform citizens of what it does and the benefits it provides. He stated that the Board of Ethics has more than fulfilled its mission and has a well-deserved positive reputation in the county. He specifically noted the successful passage of the amendment to the ethics code related to the financial disclosure requirement. He also commended the administrator for creating an environment that allows employees to comfortably and confidently contact the ethics office for information so they might avert future ethics problems. Chair Price Spratlen thanked Mr. Tanaka for his attendance and assured him that the ethics board has a commitment to continue their positive and effective work in the coming year.

Mr. Howell moved and Mr. Carlson seconded a motion to adjourn the meeting. The board unanimously approved the motion and the meeting was adjourned at 12:12 p.m.

Approved this 19<sup>th</sup> day of February, 2002, by the King County Board of Ethics.

Signed for the Board: \_\_\_\_\_  
Dr. Lois Price Spratlen, Chair